

**From:** Piro, Peter (DPH) </O=COMMONWEALTH OF MASSACHUSETTS/OU=DPH/CN=RECIPIENTS/CN=PPIRO>  
**Sent:** Wednesday, October 8, 2003 2:40 PM  
**To:** George, Harvey (DPH) <Harvey.George@dph.state.ma.us>; DiNatale, Margaret (DPH) <Margaret.DiNatale@dph.state.ma.us>; Tisei, Nancy (DPH) <Nancy.Tisei@dph.state.ma.us>; Salemi, Charles (DPH) <Charles.Salemi@dph.state.ma.us>; Farak, Sonja (DPH) <Sonja.Farak@dph.state.ma.us>  
**Subject:** October QA/QC meeting

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Drug Lab QA/QC Meeting, 10-8-03

Present: Margaret DiNatale, Nancy Tisei, Sonja Farak, and Peter Piro  
Minutes prepared by P.Piro

- 1) Balance QC was checked and signed off by Nancy Tisei.
- 2) GC/MS tunes and the reagent book were checked and signed off by Margaret DiNatale.
- 3) The I.R. and U.V. QC. were checked and signed off by Margaret DiNatale.
- 4) An issue concerning the U.V. linearity check was raised by P.Piro. The lab will check to see if the absorbance of a blank is 0. Will discuss results at the next meeting.
- 5) Margaret suggested that the Perkin Elmer 1420 I.R. be declared out of order for the time being. Future QC paperwork would not need to be filled out. If paper can be ordered for the instrument, QC will be resumed.
- 6) The status of the inoperable hoods in room 361,362, and 363 is in process with the facility department and an engineering study will be needed.